

ADDENDUM NO. 1

CP 1809: 2018 Garage Restrooms Renovations

Issued: August 14, 2018

RE: CP 1809 - 2018 Garage Restroom Renovations

FROM: City of Charleston Department of Parks

823 Meeting Street

Charleston, SC 29403

TO: Prospective Bidders

This addendum forms a part of the Contract Documents and modifies the original Bidding Documents as noted below. **Acknowledge receipt of this Addendum on the Bid Form. Failure to do so may subject the Bidder to disqualification.**

This Addendum includes a total of six pages in two parts as follows:

1. Part 1 – Pre-Bid Attendance Roster dated August 14, 2018 (2 pages)
2. Part 2 – Pre-Bid Conference Agenda dated August 14, 2017 (3 pages)

Part 1: Pre-Bid Attendance Roster:

A Pre-Bid Meeting was held on Tuesday, August 14, 2018, 10:00 a.m. at Aquarium Parking Garage Restrooms Area, 24 Calhoun Street, Charleston, SC, 29401. City of Charleston attendees: Ruth Jordan, Nate Yokoyama, and Tom Magee.

Bidder Attendance List attached.

Part 2: Pre-Bid Conference Agenda:

See Attached

END OF ADDENDUM NO. 1



John Tecklenburg
Mayor

City of Charleston
South Carolina

Edmund Most
Deputy Director

Department of Parks

Pre-bid Attendance SIGN in Sheets

Project: CP1809: 2018 Garage Restrooms Renovations.

Pre-Bid Meeting: Mandatory – Tuesday, August 14, 2018 @ 10:00 AM @ Aquarium Garage Restrooms Area

Bid Opening Date: Thursday, August 30, 2018 @ 2:00 PM

Location of Bid Opening: 823 Meeting Street, Department of Parks, 2nd Floor Conference Room

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| COMPANY | MAILING ADDRESS | TELEPHONE NO. | EMAIL ADDRESS | CONTACT NAME |
|-----------------------------|-----------------|---------------|--|------------------------------|
| CITY of Charleston | — | 843-364-4972 | mageet@charleston-sc.gov | Tom Magee Project Manager |
| Charles Blanchard | — | 843-200-3271 | MARCUS@blanchardconst.com | Marcus Aguiar O |
| Tom Bradford | — | 704-622-5303 | brad41201@gmail.com | Tom Bradford |
| TMS SOUTH | | (843)514-4041 | jj@tmssouth.com | J.I. SENN |
| BRANKS | | 843 768-2003 | STEVETE@BRANKS-G-C.COM | STEVE Tynk |
| NBM Construction | | 843-866-9738 | Wdanielson@nbmconstruction.com | WILL DANIELSON |
| Infinger Construction Group | — | 843-554-9414 | jinfinger@infingerconstruction.com ainfinger@infingerconstruction.com | Austin Infinger |

Project: CP1809: 2018 Garage Restrooms Renovations: Pre-bid

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| COMPANY | MAILING ADDRESS | TELEPHONE NO. | EMAIL ADDRESS | CONTACT NAME |
|-------------------------|---|---------------|-----------------------------------|-----------------------|
| IPW Construction Group | | 843 425 1116 | Kborrillo@ipwco.com | Kenine Borrillo |
| Construct south inc | 302 MAY ST St. George SC | 843-560-0443 | sconstructsouth@ BellSouth.net | scott Aubrey |
| MSK Construction | 1920 Dunbar Street Charleston 29407 | 843-789-3116 | Ross@mskconstructioninc.com | ROSS |
| Huss Inc | 1005 St. Andrews Blvd | 843-937-0023 | adsheelley@hussing.com | Alan Sheeley |
| ece corp | 860 B WOODLAWN WALK N. CHS 29420 | 864 444 1075 | csmith@ececorp.com | CLIFFORD SMITH |
| DCG LLC | 7620 Rivers Ave N. Charleston SC 29406 | 843-568-7482 | lamar@dcgconsultants.com | LAMAR DAVENPORT |
| SCHROEDER'S SERVICES | PO BOX 623 JONES ISLAND SC 29457 | 843-568-8450 | PATRICIA@SCHROEDERSERVICES.COM | PATRICIA SCHROEDER |
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CP1809: 2018 Garage Restrooms Renovations
PRE-BID CONFERENCE
Tuesday, August 14, 2018 at 10:00 a.m.
Aquarium Parking Garage Restrooms, 24 Calhoun Street

Pre-Bid Conference Agenda:

A. Introductions

1. Tom Magee: Project Manager: City of Charleston, Department of Parks.
2. Ruth Jordan: Minority Business Officer: City of Charleston.

B. Sign-in Sheet: MANDATORY PRE-BID

1. All attendees shall provide the name of the firm they represent on the sign-in sheet. This shall be the same name as shown on their SC Contractors License and on the Bid Form. *Please make this legible. Please provide business cards, if available, in case some of the information on the sign-in sheet is not legible.
2. Because this is a mandatory Pre-Bid, only firms listed on the sign-in sheet shall be eligible to bid on the project and receive addenda.

C. Project Scope:

1. **DESCRIPTION OF PROJECT: Base Bid** includes complete renovation of Men's and Ladies Restrooms located in the Aquarium Parking Garage, 24 Calhoun Street. **Bid Alternate No. 1** includes complete renovations of Men's and Ladies Restrooms located in Marion Square Parking Garage, 399 King Street. **Bid Alternate No. 2** includes Complete renovations of Men's and Ladies Restrooms located in Majestic Square Parking Garage, 211 King Street.
2. **GENERAL SCOPE of WORK for all 3 PROJECTS to INCLUDE:** Remove and Replace: Ceiling grid and tile, toilet partitions and accessories. Replace existing sinks w/wall hung lavatories. Upgrade Electrical and HVAC Systems per plans. Clean/Replace existing Floor Finishes. Replace existing HM Doors and Hardware. Clean/Repaint interiors and exteriors as noted per site.

D. Plans/Specifications

1. Available from: City of Charleston's Bidline:
<http://www.charleston-sc.gov/Bids.aspx?CatID=18>

E. Written Word

1. **Only the written word as contained in the Bid Documents, including any addenda that may be issued shall be valid.**
2. It is the Bidders responsibility to read and review all of the Bid Documents, including addenda.
3. Statements made by the Project Manager or the A/E are for the sole purpose of calling the Bidders' attention to items of importance in the Bid Documents.
4. All questions or requests for clarification must be submitted in writing. All responses will be made in the form of addenda to the Bid Documents.

F. Bid Opening

1. Bids will be opened on: **Thursday, August 30, 2018 @ 2:00 PM. Location: Department of Parks, 823 Meeting Street, 2nd Floor, Capital Projects Division.**
2. It is the intent of the City to award a Contract for the lowest responsive bid submitted by a responsible Bidder.
3. Bidders shall not qualify their bid.
4. Bids sent by mail or other special delivery service (UPS, FED-/EX, etc.), should be labeled "Sealed Bid Enclosed" and shall be received at the address indicated prior to the time of the bid opening. Bids not received prior to the time of bid opening shall be rejected as being nonresponsive.
5. Bidders shall be responsible for having their bid at the designated place for receiving bids no later than the time set for the bid opening. Once the bidding has been declared closed, all late bids, including bids improperly delivered, shall be rejected as being nonresponsive.
6. Each bid shall have bid security of not less than 5% of the sum of the Base Bid.

7. The successful Bidder shall provide a Performance Bond and a Labor and Material Payment Bond, each in the full amount of the contract price.
8. Bidders should verify their ability to comply with all bonding and insurance requirements prior to submitting a bid. Insurance requirements are described in the General Conditions.
9. Bidders shall be licensed in accordance with the requirements of the South Carolina Contractor's Licensing Board.

G. Bid Form

1. Bidders shall indicate the form of the Bid Security (Bid Bond or cashier's check) on the Bid Form.
2. Bidders shall acknowledge all addenda.
3. By submitting a bid, Bidders agree that the Base Bid price and the Bid Alternate(s) price(s) shall not be revoked or withdrawn for 60 days.
4. Base Bid shall be shown in figures only.
5. Alternates (when included): Bidders should strike through "ADD" or DEDUCT" so as to clearly indicate the price adjustment for each alternate.
6. Unit Prices (when included): The Bidder should furnish requested unit prices. The Owner reserves the right to include or not to include the unit prices in the contract and to negotiate unit prices with the Bidder. Unit prices have no bearing on the contract award (unless the bid is a unit price bid) and need not be read at the bid opening.

H. Substitutions

1. Materials and products listed in the Bid Documents establish a standard of required function, dimension, appearance and quality to be met by a proposed substitution.
2. References in the Bid Documents to the words 'or equal' and 'or approved equal' shall be interpreted as establishing a standard of quality and shall not be construed as limiting competition.
3. Requests for substitutions must be submitted to the City's project manager **in writing by Tuesday, August 21, 2018 by 4:00 PM EST.** Proof of equality of substitutions is the responsibility of the proposer. The A/E's decision to approve or disapprove the requested substitution shall be final.

I. Addenda

1. **Addendum No. 1**, which will include the list of the attendees and the Pre-Bid Meeting Minutes, will be issued no later than **Friday, August 17, 2018 by 4:00 PM EST.**
2. **Addendum No. 2** will be issued no later than **Friday, August 24, 2018 by 4:00 PM EST.**
3. It is the Bidders responsibility to determine, prior to submitting a bid, that all addenda issued have been received.
NOTE: Since the pre-bid is mandatory, the bidders should verify that their firm's name has been included in an addendum.

J. Time of Contract Performance / Rain Days

1. The Date of Commencement shall be established in the Notice to Proceed. This is expected to be the end of September.
2. Number of calendar days for construction to reach Substantial Completion: Refer to the Instructions to Bidders (**90 calendar days. The Duration remains set at 90 calendar days for entire project, i.e., Base Bid, Bid Alternate No. 1, and Bid Alternate No. 2, depending on AWARD.**)
3. The Contractor shall install a rain gauge on-site (not near any irrigation heads) and submit logging information and requested rain days along with Payment Applications for approval each month.
4. The time allowed for Substantial Completion includes five (5) calendar days per calendar month for delays due to inclement weather. Delays due to weather beyond the five days may be requested as a time extension to the time for completion. Contractor shall submit an explanation and job site weather data supporting the claim for an extension of time.

K. Liquidated Damages:

823 MEETING STREET, CHARLESTON, SOUTH CAROLINA 29403 PHONE (843) 724-7324 FAX (843)724-7300

Liquidated Damages in the amount of **\$150.00 per calendar day/per location** shall be applied for failure to reach Substantial Completion within the contract time limits.

L. Agreements

1. An incomplete bid, or information not requested that is written on or attached to the Bid Form, could be considered a qualification of the Bid and may be cause for rejection of the Bid.
2. Failure of the Bidder to indicate a price for a Bid Alternate shall render the Bid non-responsive.
3. Bid Alternates may be accepted by the City in any combination or order at the sole discretion of the City.
4. To support the City's evaluation of the Bidders' responsibility, it may request the prospective contractor to furnish information on its experience and capability.
5. The successful bidder shall maintain a business license with the City of Charleston for the duration of this contract.
6. By signing the Bid, the Bidder certifies that it will provide a "Drug-free Workplace as required by SC law.
7. The project may be cancelled for the convenience of the City at any time prior to issuance of the Notice to Proceed.

M. Insurance and Bonds

1. Bidders should verify their ability to comply with all insurance and bonding requirements of the project prior to submittal of their bid.
2. Insurance requirements are described in the General Conditions.

N. Minority Business Enterprise Goals

1. This project is subject to the goals of the City of Charleston's Minority Business Enterprise program. **POC is Ruth Jordan (843-724-7434)** or at Jordanr@charleston-sc.gov
2. Goals for this project are 20% combined MWBE participation.
3. The MWBE Program requirements are outlined in five pages within the bid documents. All Bidders must complete and return their Affidavits A & B or Affidavit C.
4. Failure to include the required MWBE paperwork will render the bid non-responsive.

O. Questions

1. All questions will be answered in writing in the addendum.
2. Questions after the pre-bid conference and during the bidding stage concerning front-end documents should be directed to the project manager.
3. The project manager will, when necessary, provide answers to questions and other clarifying information to Bidders by addendum.
4. All lines of communication during the bidding stage should be through the City's project manager.
5. **Deadline for questions is Tuesday, August 21, 2018 at 4:00 PM., EST**

R. Closing

1. **Addendum No. 1, including the names of the attendees, will be distributed no later than: Friday, August 17, 2018 by 4:00 PM. EST**
2. **Everyone must acknowledge receipt of the addendum(s) on their bid form.**
3. **Remind attendees to sign the sign-in sheet and provide all other requested information on the sign-in sheet before leaving the Pre-bid.**
4. **Please keep in mind;**
 - a. **Late bids shall be rejected as non-responsive.**
 - b. **Bids without proper bid security or qualified bids shall be rejected as nonresponsive.**